

**JEFFERSON COUNTY COMMISSION
SECOND QUARTERLY SESSION - APRIL - JUNE 2022
THURSDAY, MAY 19, 2022
6:00 P.M.
County Commission Meeting Room
located at the Old Charles Town Library
200 E. Washington Street, Charles Town, WV**

***This meeting will NOT be a LIVE broadcast on our website. Instead, it will be accessible live through GoToWebinar. Invites will be posted on Facebook and email alerts.*

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- May 5, 2022 Regular Meeting

APPROVAL OF REQUISITIONS

- May 19, 2022

APPROVAL OF ACCOUNTS PAYABLE

- May 12, 2022
- May 19, 2022

APPROVAL OF MANUAL CHECKS

- May 13, 2022
- May 20, 2022

APPROVAL OF PAYROLL

- May 12, 2022
- May 12, 2022 - Poll Worker Payroll

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

***You may participate in public comment virtually by raising your hand in the GoToWebinar control panel. Please submit comments via email to info@jeffersoncountywv.org. Your comments will be included in the minutes and agenda correspondence. Please include your name.*

PRESENTATIONS

1. 6:10 p.m. Angela Banks, Assessor
 - Approval of part-time employee transfer to full-time
2. 6:15 p.m. Jacqueline Shadle, County Clerk
 - Approval of employment for vacant assistant clerk position
3. 6:20 p.m. Tom Hansen, Sheriff
 - Ambulance Fee Employee Transfer
 - Ambulance Fee Second Position
 - Ambulance Fee Software
 - Administrative Assistant Hire
4. 6:40 p.m. Bob Burner, Director, JCESA
 - Proclamation of Proclamation for EMS Week, May 15-21, 2022
5. 6:50 p.m. Andrew Rosen, Jefferson County Information Technology
 - Approval of Homeland Security Grant Program (HSGP) award of \$9,485 for purchase of Solarwinds Network Configuration Manager
6. 7:00 p.m. Roger Goodwin, Chief County Engineer, Department of Engineering, Planning & Zoning
 - Approval to advertise to fill the Building Inspector position
 - Approval to advertise to fill the County Planner position
 - Request approval to implement Deputy Director position
7. 7:15 p.m. Michelle Gordon, Finance Consultant
 - Review and Approval of WVCORP Insurance Renewal for FY2023
 - Review and Discussion of FY23 Merit/COLA
8. 7:30 p.m. Nathan Cochran, Assistant Prosecuting Attorney
 - a. Discussion of legal issues regarding proposed solar text amendment including bonding, comprehensive plan, and related matters, including report by Counsel regarding progress in amending comprehensive plan, and discussion of Jefferson County Circuit Court Civil Action No.'s 2021-C-33 through 37 and Jefferson County Circuit Court Civil Action No.'s 2021-C-46 through 50, Jefferson County Circuit Court Civil Action No. CC-19-2022-C-6 and WV Supreme Court No.'s 21-0727, 21-0728, and 21-0731.
 - b. Discussion of Jefferson County Circuit Court Civil Action No. CC-19-2022-C-48
 - c. Consider matters involving or affecting the construction planning, or purchase, sale or lease of property
 - d. Report by counsel on opioid case. (Jefferson County Commission v. Purdue Pharmaceutical, et al. US District Court, Northern District of West Virginia, Civil Action #1:17-OP-45170)

OLD BUSINESS

9. Discussion and possible action concerning a Tobacco Free Parks policy
10. Discussion of Fitch Report, including potential action regarding composition and structure of county EMS services, Jefferson County Emergency Services Agency, including the utilization, scheduling, and compensation of employees, the utilization of volunteers, acquisition and distribution of ambulance resources, and implementation of Fitch recommendations

NEW BUSINESS

11. Certification of 2022 Primary Election results

COUNTY ADMINISTRATOR REPORTS

- Approval of Hire - Finance Director
- Reinstatement of Accrual Rate for Executive Assistant

COUNTY COMMISSION REPORTS

12. ADJOURN

CORRESPONDENCE/INFORMATION

Notice of JCSO Deputy Sheriff Physical Ability Examination and Written Examination

WVDOT Notice of Amendments to the STIP

Letter from the City of Charles Town re: solar facilities text amendment #ZTA22-01

Letter from the Fernbank Unit Owners Association re: Fitch Study

Public comment submitted from David Tabb during the May 5, 2022 regularly scheduled meeting

E-mail from Stephanie Boylan, resident, re: Fitch Study

At all times the County Commission reserves the right to rearrange agenda times because of time constraints and to accommodate the Commission schedule or the public